



is inviting applications
for the following position

**Long Term Care - St. John's
Health Information Management Professional II (HRT II)
Permanent, Full-Time**

Duties: Reporting to the Manager – Community Services and Long Term Care, Health Information Services and Informatics Department, this position is responsible to establish and provide practical direction and support to site staff in efficient and effective health information management practices throughout St. John's Long Term Care sites. This position is also responsible for submission to the Continuing Care Reporting System, as well as analysis and report building using the CCRS, Meditech or other systems. The position will also provide support to the MDS Manager and Coordinators in the implementation of the RAI Minimum Data Set and the Continuing Care Reporting System.

Qualifications: Graduation from high school supplemented by the successful completion of a recognized course in Health Information Management, Health Record Administration or Health Record Technology. The successful candidate will hold current and continuing certification as a Certified Health Information Management (CHIM) Professional and active membership in the Canadian Health Information Management Association (CHIMA) and the Newfoundland and Labrador Health Information Management Association (NLHIMA). The candidate will also have a thorough knowledge of policies and procedures relating to health information services, experience as a Health Information Management Professional, strong organizational, interpersonal and communication skills and experience in using the Meditech computer systems and the Microsoft Office suite of tools. A satisfactory record of work performance and attendance is required.

Salary:	NAPE HS 27	\$41,135.95 - \$45,558.22 \$21.10 - \$23.36	Annually Hourly
Shift:	Day		
Competition #:	2010LT2219		

To apply for the above position please forward resume stating qualifications, experience, references and the competition number to the address below no later than **May 21, 2010.**

**Human Resources Department
Eastern Health
10 Escasoni Place
St. John's, NL A1A 3R6
Fax: 570-2512**

E-mail: jobs.sjnhb@easternhealth.ca (Microsoft Word format only)

The successful candidate will be required to submit a satisfactory certificate of conduct from the RCMP or Local Police.

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